

August 20, 2013

**SUBJECT: REPLACEMENT OF FEDERAL CONDENSATE PUMP & FLOAT SWITCH ASSEMBLIES**

Please forward sealed bids to:

**Rhode Island Lottery  
1425 Pontiac Avenue  
Cranston, RI 02920  
Attention: Gerald S. Aubin  
Director  
Bid 13-16A  
P.O. #7549 & P.O. #7551**

**SCOPE OF WORK:** Remove two (2) existing Federal condensate pumps  
  
Provide and install two (2) new Federal condensate pump assemblies  
  
Provide and install one (1) float switch assembly  
  
Start and test operation  
  
Clean all areas, as work is completed  
  
Advise of additional work needed to correct problem of malfunctioning pumps

**IMPORTANT:** Please include all labor, equipment and materials in your proposal  
Work is to be performed during normal business hours  
Indicate time frame for ordering parts  
Indicate time frame for installation  
Estimated date of work completion is required

**NOTE:** Please call for an appointment to view

**INSURANCE:** Copy of insurance certificate is **REQUIRED with Bid proposal**

**QUESTIONS:** Contact Sandra Conroy or Dan Sarro at 401-463-6500

**FOB:** R.I. Lottery, 1425 Pontiac Avenue, Cranston, RI 02920

**BIDS DUE:** **SEPTEMBER 4, 2013 by 4:00 PM**

**NOTE:** **BIDS WILL NOT BE ACCEPTED UNLESS RETURN LABEL IS USED ON  
OUTER ENVELOPE**  
**DO NOT FAX**

**INTERNET VENDORS WHO USE THE INTERNET TO DOWNLOAD  
VENDORS : BID INFORMATION MUST INCLUDE THE BID NUMBER ON THE  
ENVELOPE, SUBMITTED IN HARD COPY, BY BID DEADLINE -  
DO NOT FAX**

**CHECKLIST**

- \_\_\_\_\_ Please include pricing for a RUSH delivery
- \_\_\_\_\_ Bid Price to include shipping & handling costs, set-up fees, die cuts, imprint fees, and any/all charges.
- \_\_\_**X**\_\_\_ Estimated delivery time is required with bid proposal
- \_\_\_\_\_ Delivery **REQUIRED** \_\_\_\_\_ of bid award.
- \_\_\_\_\_ Please provide a Sample of vinyl material **WITH** your sealed Bid proposal.
- \_\_\_\_\_ Upon Bid Award, sample **REQUIRED**
- \_\_\_\_\_ Pre-production **Sample/Proof** to be approved by the Rhode Island Lottery
- \_\_\_\_\_ Please specify, if the RI Lottery chooses to accept bid, percentage of overage/underage
- \_\_\_\_\_ Bulk packaged
- \_\_\_\_\_ The Rhode Island Lottery will exercise the right to receive the stock on an as needed basis
- \_\_\_**X**\_\_\_ Insurance Certificate must be submitted with Bid proposal.
- \_\_\_\_\_ Please include three (3) references with names, addresses and telephone numbers.
- \_\_\_**X**\_\_\_ Include confirmation that vendor has registered as a State vendor at [www.purchasing.ri.gov](http://www.purchasing.ri.gov)
- \_\_\_**X**\_\_\_ Successful out-of-state vendor **MUST** file a Certificate of Authority at [www.sos.ri.gov](http://www.sos.ri.gov) and provide confirmation upon bid award

It is the policy of the Rhode Island Lottery to accept the quantity ordered only. The vendor is responsible for any overage.

The Rhode Island Lottery reserves the right not to award a Bid based solely on cost, but may award a Bid based on a combination of quality of product, services, and experience of the vendor.

All proposals are submitted at the vendor's sole risk and expense. The Rhode Island Lottery shall not be responsible for any costs or expenses incurred by a vendor in submitting a response.

All vendors must include, with their bid, confirmation that they have registered as a State vendor on the State Purchasing website – [www.purchasing.ri.gov](http://www.purchasing.ri.gov)

The Rhode Island Lottery reserves the right, without liability, to reject any and all proposals at any point prior to the award of a Bid contract.

Before the Lottery makes an award to the apparent successful bidder, that bidder may be required to submit a pre-production sample within \_\_\_\_\_ of the request. Failure to timely submit a required pre-production sample that is satisfactory to the Lottery could result in bidder not receiving the award.

Prior to the final award of a bid a successful out-of-state vendor (s) will be required to file an Application for Certificate of Authority as a Business Corporation/Foreign Business Corporation at the RI Secretary of State's website – [www.sos.ri.gov](http://www.sos.ri.gov) and must remain a member in good standing. This will require an initial filing fee as well as yearly filing.

Upon award of bid the successful vendor must complete a W-9 form which will be supplied by the Rhode Island Lottery.